

WILL DESTROY

Executive Registry

11-6673

29 JUL 1959

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : New Building Cornerstone Ceremony

1. If the laying of the cornerstone for the new headquarters building is to occur on a weekday (other than Saturday), the following items and recommendations are submitted for consideration in selecting or proposing the time of the ceremony.

a. Unfavorable traffic conditions must be expected over Chain Bridge and up the Route 123 hill, to the intersection of the George Washington Memorial Parkway, between 4:00 and 6:00 p.m. on Mondays through Fridays.

It may be possible to arrange with the National Park Service and the Bureau of Public Roads to have the George Washington Memorial Parkway (from Spout Run to the North Entrance of our site) available or open to us on a private basis. Entrance to the Parkway at Spout Run could perhaps be restricted to holders of a pass or invitations to the ceremony. Such an arrangement would permit us to avoid the Chain Bridge congestion and thereby schedule our ceremony late in the afternoon (4:00 or 5:00 p.m.).

b. Daylight Saving Time ends on Sunday, October 25.

c. Sunset is approximately 5:00 p.m. (EST) at the end of October.

d. Contractor employees (750 to 1000 anticipated on normal days at end of October) will be on site until 4:00 p.m. These employees must park their cars inside the site.

e. Attendance by Agency employees will undoubtedly be somewhat reduced if annual leave is to be necessary. Many employees could not be spared during normal work hours. Schools will have started and this would materially reduce the attendance of employees families.

2. In view of the above, it is recommended that:

a. Efforts be made to ascertain if a Saturday in November or December would be more acceptable than the previously suggested dates in October. If a November or December Saturday is acceptable it would be most desirable to hold the ceremony at a time between 10:30 a.m. and 2:30 p.m.

b. If it is not possible to hold the ceremony on a Saturday it is recommended that the ceremony be held on a normal workday at a time between 10:30 a.m. and 2:30 p.m.

c. If for any reason the ceremony must be scheduled later (4:00 to 6:00 p.m.) on a normal workday, it is recommended that efforts be made to have the George Washington Memorial Parkway available for our use as described above, and if such arrangements can be made that the ceremony be held at 4:30 p.m. on a Friday late in October.

3. It is recalled that the Atomic Energy Commission scheduled their cornerstone and dedication ceremonies on Friday (November 8, 1957) at 2:30 in the afternoon. The cornerstone laying ceremony for the new State Department Building however, was held on Saturday, January 5, 1957 at 10:30 in the morning.



JAMES A. GARRISON  
Director of Logistics

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MEMORANDUM FOR: Mr. Dulles

For the reasons indicated in the attached memorandum, I think that it would be highly preferable to have our Cornerstone Ceremony on a Saturday. To do otherwise is going to be a fairly complicated problem. I, therefore, recommend that you assure the President that we will take a minimum of his time for the Ceremony and ask him if he will not consider doing it on a Saturday in November or December if this is preferable.

L. K. White

3 Aug 59  
(DATE)

cc: General Cabell

FORM NO. 101 REPLACES FORM 10-101  
1 AUG 54 WHICH MAY BE USED.

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